

Select Board Meeting
Monday June 27, 2022
6:40 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Niko Papakonstantis, Nancy Belanger, Town Manager Russ Dean, and Assistant Town Manager Melissa Roy were present at this meeting.

Members Absent: Lovey Roundtree Oliff

The meeting was called to order by Mr. Papakonstantis at 6:40 PM.

2. Non-Public Session

MOTION: Ms. Cowan moved to enter into non-public session under RSA 91-A:3II(a). Ms. Belanger seconded. The motion passed 4-0 and the meeting entered non-public at 6:42 PM.

3. Board Interviews

- a. David Mirsky for the Zoning Board of Adjustment

The meeting reconvened at 6:57 PM.

4. Public Comment

- a. There was no public comment at this time.

5. Proclamations/Recognitions

- a. There were no proclamations/recognitions at this time.

6. Approval of Minutes

- a. Regular Meeting: June 13, 2022

MOTION: Ms. Belanger moved to approve the Select Board minutes from June 13, 2022 as presented. Ms. Gilman seconded. The motion passed 4-0.

7. Appointments

MOTION: Ms. Belanger moved to appoint David Mirsky as an alternate to the Zoning Board of Adjustment, term to expire April 2025. Ms. Cowan seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to appoint Kristen Murphy as Exeter's representative on the COAST Board of Directors as recommended by the Town Manager and Town Planner. Ms. Belanger seconded. The motion passed 4-0.

8. Discussion/Action Items

- a. Quarterly Financial Report - Q4 2021

New Finance Director Corey Stevens gave the financial update for 2021.

In the General Fund, the 2021 unassigned fund balance was \$1.855 M, vs the 2020 balance \$2.23M. For the budget vs actual, revenues were at \$20.58M actual vs a \$20.17M budget, revenues were \$411,000 overbudget [we made more than anticipated in the budget] and expenditures were \$1.44M underbudget. Positions open in 2021 lead to wages, tax and benefits being underbudget.

Major components of General Fund revenue were property taxes, at \$52.9M; we assessed \$52.9M and paid \$41.5M to the schools and county, and retained \$12.4M for general operations. There was a 97.2% collection rate as of 12/31/21. Motor vehicles was \$145,000 above estimates; building permits were \$38,500 over estimate, which was a rebound over 2020, and more in line with 2019. Meals & Rooms Tax was \$1.126M in 2021, which was \$347,000 over 2020. In 2021, the State increased the portion of the Meals and Rooms tax distributed back to local governments.

Income from Departments was \$101,000 over estimate, partly due to an insurance premium return of \$114,000 and blue bag sales being over estimates. This was offset by a Fire Department revenue which was underbudget by \$35,000, due to lost revenue on the discontinued master box alarms, and a Planning revenue which was under by \$11,000. Transfer of funds were in excess of budget by \$87,000. The EMS revolving fund contributed \$221,000; 95% of EMS fund balance is moved into the General Fund. Trustees of the Trust Funds moved in \$54,000 related to sick leave trusts and retirements.

Mr. Papakonstantis said property taxes were at 96.5% collected in 2020 and 97.2% in 2021, is that in line with normal? Mr. Dean said yes, right in line. Collections were strong despite the pandemic.

Mr. Stevens mentioned that at the end of the year, the Select Board votes on how much to use from fund balance, and the budget broke that out separately starting in 2021.

In expenditures, the General Fund was \$18.7M spent, or 93% spent against a budget of \$20.17M. There were notable expenditure savings in Police, Fire, and Public Works related to positions going unfilled. The General Government budget was \$2,000 under budget HR was \$15,500 underbudget due to wages and benefits changes from reorganization. Legal was overspent by \$12,000, which can be caused by unexpected events. Finance was 97% spent, or \$25,000 underspent. IT wages and benefits were underspent by \$29,000 due to hiring in 2021. Contract services were underspent by \$8,500, which was offset by overspending in Internet Services and Network Supplies. Planning and Building were 88% spent, with a surplus of \$67,000. In Planning, part time wages were underspent by \$18,700, since the part time person worked fewer hours than budgeted. The Studies line was underspent, due to the timing of spending on a re-zoning study that happened in 2022. In Inspections, a vacant Electrical Inspector position led to a savings of \$39,000. Doug Eastman has been filling in on this work. Economic development was slightly underbudget.

The Police Department also felt the impact of staffing shortages, and spent \$3.5M for 2021 against a \$3.8M budget, or 93% spent. Fire was also underspent, mostly due to wages, with \$3.7M expenditures vs 3.9M budget, or 95% spent. Public Works was \$4.84M spent or 87% of budget, with \$716,000 underspent, mostly due to open positions. The timing of paving projects resulted in an underspend of \$33,000. Tree maintenance was underspent by \$11,000. Snow Removal spent \$250,000 or 83% of the budget; this line is always unpredictable. Solid Waste spent \$1.17M or 85% of the budget. Collections were at \$933,000 for the year. Recycling costs dropped, which contributed to the savings. Maintenance was \$558,000 spent, or \$81,000 underspent, due to open positions including an HVAC tech. This was offset by cleaning contract services, which was overspent by \$18,000, due to Covid-related work. Mechanics/Garage spent \$185,000 or 68% of budget, with one open position.

Welfare was \$96,000 spent, which was \$22,000 overbudget, or 131% spent. The town, along with local charities, provides help with residents needing assistance. There was an increased demand for rental assistance in 2021 due to a shortage of shelters and the end of the moratorium on evictions in summer 2021. The town uses hotel stays when shelters are not available.

Parks and Rec had a spending of \$559,000, or 96% of the budget. There was a \$25,000 savings in wages due to challenges with hiring. They made greater use of contracted services. Supply lines were overbudget by \$6,000.

Debt Service increased by \$317,000 over 2020. We had the onset of repayment of the Library project at \$417,000, offset by reductions in interest BAN and year over year interest declines of about \$100,000. Capital Outlay was underspent by \$104,000, related to a delay in purchasing two new cruisers for Police Department, but this amount was encumbered at year end.

Mr. Papakonstantis asked Mr. Dean why we underspent on Human Services when we overspent on Welfare Assistance. There were organizations that could have used the funding. Mr. Dean said the actual Human Services expense was \$101,000 or 95% of the budget, but he's not sure why that's not 100%. Sometimes the organizations don't bill us, perhaps that's the issue. That's a set amount reviewed by the Human Services Funding Committee. Ms. Belanger said the Select Board was going to get a report on Welfare and Human Services, can we put that on the agenda soon? Mr. Dean said yes, we can give a year to date report at a future meeting.

Mr. Stevens continued with the budget report. There was a Water Fund net income of \$325,000, vs \$670,000 in 2020. The 2020 number saw the impact of appropriations from the warrant of \$200,000; that contributed to revenue, but was not spent. There were no appropriations in 2021 but we're now spending the 2020 appropriations. Water Fund revenues were at \$3.93M in 2021, or 97% of budget; this was a 3% increase over 2020. Water consumption was at 95% of budget, \$103,000 over the 2020 budget. In July 2021, there was an 11.2% increase in rates. Water Service was \$631,000 collected, an increase of \$22,000 over 2020. There was an increased fee of \$1 per meter implemented in July

2021. Water Misc was up by \$22,000 over 2020, due to an insurance reimbursement. In Water expenses, the Water Administration budget was spent. Water Billing had \$171,000 in spending. It was \$11,000 overspent on software for implementing the Munilink billing software, which was offset by savings in part time wages and other expenses. Water Treatment was \$825,000 spent, or 100% of budget. Overtime wages were over estimates by \$23,000. Consulting and electricity were over by \$15,000. Capital outlay had a \$386,000 encumbrance at year end.

In the Sewer Fund, the net income was \$292,000, vs a 2020 net deficit of \$900,000. There was a Sewer rate increase in July 2021 of 19.8%, which raised revenues by \$480,000. Revenues were \$6.89M, which was 98% of budget. Sewer Usage charges were \$5.8m or 93% of budget, or \$405,000 under estimate. For Sewer Septage fees, \$242,000 was collected; this was a new line item in 2020. The NH State Aid grant for debt service for the Waste Water Treatment Plant was on hold in 2021, but will begin in December 2022. Sewer Expenses were at \$6.6M or 94% of budget, \$408,000 underspent. Sewer collections were 75% spent, with \$76,000 encumbered at year end. Two employees left in 2021 and the positions went unfilled. Sewer Treatment was \$1.255M spent, or 94% of budget. There was a reduction in debt service of \$739,000 over 2020 for the Wastewater Treatment Plant. Capital outlay was only 45% spent.

The CATV Revolving Fund operated within budget in 2021, with revenues higher than budgeted, but still runs at an overall net deficit. This deficit was \$12,000 for 2021. Franchise fees were at \$148,000, or 8% over the budget of \$137,000. In Cable Expenses, Wages Taxes and Benefits were \$118,000 or 93% spent. Part time wages were \$13,000 underbudget due to a lack of events and staff. General expenses were at \$42,000; these are costs associated with running the channels. We made one payment to echannel, but typically make two during the year, so it was underestimate by \$10,000. Capital outlay was under estimate. There was an unassigned fund balance of \$140,000 at the end of 2021.

The Recreation Revolving Fund had a net income of \$96,000; in 2020, it had a deficit of \$119,000. 2021 was a recovery year for the Rec Dept. It had \$509,000 in revenue. Program revenues were \$490,000, or 84% of budget, vs \$95,000 in 2020. Special events were at \$78,000 or 92% of the budget; we brought back the Powderkeg event in 2021. Program revenues were \$328,000. We did not run the swimming program in 2021, so there were no revenues in that line. Pool program revenues were at \$45,000, which was \$10,000 over budget. Mr. Papakonstantis mentioned that summer camp and swim lessons have resumed this year. Mr. Stevens said on the Recreation expense side, wages were at \$150,000 or 63% of budget. We didn't need as much coverage for programs as expected. General expenses were \$249,000 or 91% of the budget. Rec programming expenses were \$93,000. Software expenses were overbudget by \$11,000; we implemented a new software to assist with participant registration.

The EMS Revolving Fund had a net income of \$178,000, vs \$168,000 in 2020. 2021 was a rebound year for EMS; during Covid, calls dropped off and the revenue stream diminished. On the expense side, wages taxes and benefits were at \$172,000, or 85% of budget. Overtime was underbudget by \$22,000, and health and retirement were under by \$10,000.

Ms. Belanger asked about the increase in software in several departments. Mr. Stevens said there was new software or costs associated with software implementation. Ms. Belanger said she expects that the BRC process will examine it more closely. She asked how many vacancies we have now compared to 2021. Mr. Dean said he's not sure, but we've had better luck filling positions in the last few weeks. Some of this budget surplus will be returned when we set the tax rate.

b. Classification Plan Amendment - Assistant Engineer

Public Works Director Jennifer Perry said Public Works has 8 vacancies and 2 pending retirements, so the Department is in a tough place. We have been trying to fill an Assistant Engineer position since last year, with only a half dozen inquiries and only two serious candidates, and these candidates were concerned about the wage scale. Exeter is competing with three cities for Assistant Engineers: Dover is offering \$68,000-98,000, Rochester \$70,000-92,000, and Portsmouth \$75,000-\$91,000. It's clear that we need to increase this position from a grade 11 to a grade 12 to be more competitive. This is the same industry as Construction Engineers and Consulting Engineers, and those industries are also struggling. Without enough people, the work is becoming overwhelming. Funding opportunities and projects can't be pushed forward. A classification change would bring this position to \$68,700-94,700, which is more in line with our competition.

Mr. Papakonstantis said this is a chronic problem not just here but throughout the State. We need to be in a position where we can compete. Folks leaving for the private sector are getting higher-paying jobs. Shortages lead to overwork and potential for injuries.

MOTION: Ms. Belanger moved to reclassify the Assistant Engineering Position to a grade 12 with a minimum wage of \$68,711, an hourly rate of \$33.0340 per hour, with a maximum of \$94,719, an hourly rate of \$45.537, effective July 1, 2022. Ms. Gilman seconded. The motion passed 4-0.

c. Website & Social Media Update

Communications Coordinator Bob Glowacky discussed the upcoming website design update. Regarding the timeline, Jan - Feb was the design research and feedback phase; he had meetings with staff, the Communications Committee, and the website provider. In March - May, he did initial drafts and final designs; in June, he created a best practice document for the website, which was sent to all staff who work on the website. He's planning a July 7 launch of the new website design.

He presented a breakdown of social media accounts associated with the town: 19 Facebook pages, 6 Twitter accounts, 5 Instagram accounts, 1 YouTube account, all with a total of 27,801 followers (who may not be unique).

Mr. Papakonstantis asked if the 19 Facebook pages are all town pages. Mr. Glowacky said yes. Some departments have two or three; there's a Memorial Day Facebook page; two committees, Energy and Conservation, have their own pages; and there's one for ThinkBlue Exeter. Ms. Cowan asked about removing pages, and Mr. Glowacky said there are several options: we can abandon, unpublish, delete, or merge them.

The current Social Media Policy is from 2013. The Board discussed updating it in 2019 but tabled the matter. The only major change proposed at that time was the addition of how to handle committees, commissions and boards that want to have their own accounts. In these cases, the Select Board would have to approve, and town staff would be the ones posting, not the committee members themselves. We've been informally operating this way. That said, we haven't had new pages since the Energy Committee. Mr. Dean mentioned that Right to Know issues impact Committees differently from Town staff.

Mr. Glowacky said he thinks we should add the information about committees to the policy, and use the language "Facebook page or any similar page" or "social media accounts" to make it apply more broadly. Two to four committee pages would be affected: the Energy Committee page, which is posted on by committee members; the Conservation Commission page, which is posted on by Kristen Murphy; the Exeter Memorial Day Parade page, which appears defunct; and the Exeter Holiday Parade page. Ms. Gilman said the latter two are not town committees.

Mr. Glowacky said that the social media policy update doesn't need to hinder the website launch. The current website already has a list of all social media accounts. There's nothing new for the new website, except that the new homepage will show links to the town's Facebook page, Twitter account, and EXTV's YouTube page.

Mr. Dean said the current social media policy has served us well. We could add the extra suggestion, but it may be that simpler is better. A sample policy from NHMA seemed like overkill. We haven't had any social media problems. Attorneys will say that social media pages should have a sustainable purpose. We're diligent about leaving comments up unless they're inflammatory or hate speech.

Mr. Papakonstantis said he thinks we should add the information about committees. He's not sure why this was tabled three years ago. He thinks Mr. Glowacky should go forward with the new website because nothing's changing about social media, but the Board would like to see the Communications Committee and Mr. Glowacky come back with recommendations for the policy. Mr. Glowacky said he's already pulled together a lot of information on things such as Federal requirements. The policy from 2013 is good, other than the Committee pages question from 2019.

Mr. Papakonstantis recalled that in 2019, this policy amendment came up because the Sustainability Committee wanted to create a town Facebook page using the town seal, and the matter was tabled pending the discussion about the Sustainability Coordinator position.

Mr. Glowacky said he's working to post more consistently and use content from the town website. He'll research and develop best practices and social media policy with the Communications Advisory Committee working group.

Mr. Papakonstantis asked if the Board is ok with the July 7 launch and then having Mr. Glowacky come back with recommendations for the Board, and they generally agreed. Ms. Cowan said she agrees that the social media policy is not connected to the new website.

Mr. Glowacky gave examples of his recent work as a Communications Coordinator. Mr. Papakonstantis asked Mr. Glowacky if he could use a consultant like the one posting social media updates for Police and Fire. Mr. Glowacky said he feels he can already handle updates from this building, but some Departments with a lot of volume may find that helpful. Mr. Dean said we need to evaluate that, perhaps at a Department Head meeting, to look at what kind of return on investment we would get and how much of a priority this is.

Ms. Belanger asked about RSA 91-A considerations. Mr. Dean said when a staff member posts on a Facebook page, they're creating a record; when a committee member posts, does their post represent a consensus? If multiple members post, is that a meeting? It gets into the Right to Know Law. Town staff doesn't have the same limitation.

d. ARPA Funds Request - Mapping/GIS

Technology Directory Andy Swanson said we're using two mapping systems, Cartographics and Maps Online. Maps Online uses the same data as Cartographics, but is easier for the public to use. We need to update the data in Maps Online, but need a way to convert it over. At first we made changes manually, but there are just too many and they reset each year. People GIS/Maps Online will fix the database and resolve the reset issue in following years, at a cost of \$4,800, but no Department wants to pay for this. We can use ARPA funds for this project. Maps Online is currently about 98% accurate, but there are errors.

Mr. Dean said he recommends we do this. It's a fix with a big ROI.

MOTION: Ms. Belanger moved to expend up to \$4,800 from the ARPA funds to engage with People GIS/Maps Online in updating the town's mapping systems. Ms. Cowan seconded. The motion passed 4-0.

e. ARPA/SRF Grant Acceptances: Webster Ave Pump Station, Squamscott River Sewer Siphons, Pickpocket Dam, Westside Drive

Assistant Town Manager Melissa Roy said the town qualified for quite a few grants. This is the process of approving them and giving Mr. Dean the approval to sign the paperwork.

The Webster Ave motion has an updated figure of \$3,255,000, not \$2,929,500, because the State of NH requires that the Governing Body approve the entire cost of the project.

MOTION: Ms. Belanger moved to enter into and approve a loan agreement with the NH Department of Environmental Services in the amount of \$3,255,000 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign the paperwork associated with such agreement on behalf of the Town for the Webster Ave Pump Station and Forcemain project. Ms. Gilman seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to accept a State ARPA Grant from the NH Department of Environmental Services in the amount of \$1,395,000 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign the paperwork associated with such agreement on behalf of the Town for the Webster Ave Pump Station and Forcemain project. Ms. Gilman seconded. The motion passed 4-0.

Ms. Roy said regarding the Squamscott River Sewer Siphons, we're expecting to receive a \$180,000 State ARPA Grant and we'll be using \$420,000 of local ARPA funds, which is the gap in funding for the final project.

MOTION: Ms. Belanger moved to accept a State ARPA grant from the NH Department of Environmental Services in the amount of \$180,000 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign any paperwork associated with such agreement on behalf of the Town for the Squamscott River Sewer Siphons Project. Ms. Gilman seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve the use of local ARPA funds in the amount of \$420,000 to fund the balance of the Squamscott River Sewer Siphons project cost and to authorize the Town Manager, Mr. Russell Dean, to sign any paperwork associated with such usage on behalf of the Town. Ms. Gilman seconded. The motion passed 4-0.

Ms. Roy said the Pickpocket Dam Reconstruction/Removal project is \$373,385, but \$42,000 of that was encumbered previously. We got \$100,000 from the State and \$40,000 from a Coastal Resiliency Grant. We need to approve up to \$185,000 of local ARPA money.

MOTION: Ms. Belanger moved to accept a State ARPA grant from the NH Department of Environmental Services in the amount of \$100,000 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign the paperwork associated with such agreement on behalf of the Town for the Pickpocket Dam Reconstruction/Removal project. Ms. Gilman seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to accept a Coastal Resiliency Grant from the NH Department of Environmental Services in the amount of \$40,000 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign the paperwork associated with such agreement on

behalf of the Town for the Pickpocket Dam Reconstruction/Removal project. Ms. Gilman seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to approve the use of local ARPA funds in the amount of \$185,000 to fund the balance of the \$373,385 Pickpocket Dam Reconstruction/Removal project cost and to authorize the Town Manager, Mr. Russell Dean, to sign any paperwork associated with such usage on behalf of the Town. Ms. Gilman seconded. The motion passed 4-0.

Ms. Roy said the motion for Westside Drive should be for \$231,350, since the loan forgiveness amount is included in the total cost.

MOTION: Ms. Belanger moved to enter into and approve a loan agreement with the NH Department of Environmental Services in the amount of \$231,500 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign the paperwork associated with such agreement on behalf of the Town for the Westside Drive Project Design. Ms. Gilman seconded. The motion passed 4-0.

MOTION: Ms. Belanger moved to accept a State ARPA grant from the NH Department of Environmental Services in the amount of \$99,215 to the Town of Exeter and to authorize the Town Manager, Mr. Russell Dean, to sign the paperwork associated with such agreement on behalf of the Town for the Westside Drive Project Design. Ms. Gilman seconded. The motion passed 4-0.

f. Congressional Direct Spending Update

Ms. Roy said for the Congressional Direct Spending of FY 22, we haven't yet received the funding for our three projects, but we put in an application with the Department of Justice for body worn cameras and are waiting on Squamscott River Siphons and the Forcemain at Webster Ave. For FY 23, we applied for one project with Congressman Pappas and two with Senator Shaheen. Two projects were picked through Senator Shaheen's office, new radios for the Police Department and a new HVAC system and steam boiler at 10 Hampton Road. Ms. Gilman asked if the Police Chief got a grant for body-worn cameras and the State also offered money, and Ms. Roy said yes but he called the State and gave the money back.

g. ADA Report Update

Mr. Dean said we had 2020 funds to do an ADA Evaluation and Transition Plan, which is needed to meet the Federal requirement.

Mr. Sharples said an ADA Evaluation and Transition Plan is needed for some grants. We hired a Disability Access Consultant to evaluate public spaces for ADA compliance and create a plan on how to transition from the situation now to meeting ADA requirements. The law doesn't require implementation of this plan. They looked at all town facilities as well as Downtown and Water Street, and provided us with DakTrak software with the information included. The Facilities Advisory Committee has looked at how we go about implementing

recommendations, along with Doug Eastman and Jeff Beck. The Facilities Advisory Committee would like to see some of these projects incorporated into this year's budget for DPW Maintenance.

Mr. Papakonstantis said he was stunned by the number of recommendations in the report. It's overwhelming, but it's the right thing to do for our citizens to take steps forward. He doesn't want to see anything stall in a committee, he'd like to see recommendations for the budget from DPW.

Ms. Gilman said a lot of the recommendations are about communication, so we should share this with the Communications Committee as well.

Mr. Dean said we can establish a capital reserve fund for ADA. Mr. Papakonstantis said he'd like to hear more about this option.

Mr. Papakonstantis invited public comment.

Amanda Kelly of 24 Prospect Street thanked the Select Board for taking up this issue. She's personally invested in this project and she's looking forward to seeing it continue.

Ms. Gilman asked if the Town Offices' front ramp is compliant. Mr. Sharples said he doesn't remember seeing it in the report, but he can look into it.

h. Parking Issues

Mr. Dean said lately a few issues have arisen related to parking and traffic. There was a request made, as a result of the approval of the First Baptist Church condo project on 43 Front Street, for expanding overnight winter parking spots. The DPW reviewed the request, and determined that there could be additional spots added: 14 at the Center Street lot and 4 at the Boathouse lot.

Ms. Belanger said right now, there are 79 total winter spaces. There are 2 new projects with 19 new condo units and zero parking. No one seems to have the numbers on what our current residents use. What are people supposed to do if they don't have a spot? Would we use permits for overnight parking? Mr. Dean said the best we can do right now is to give these additional spaces through the DPW. We don't have data on how many people park overnight, and he's not sure how we'd get it without hiring a consultant to sit there at night. We can add up to 18 spots now and talk about different options. The only decal program currently is with residents of Chestnut Street, which allows them to park on the street during wintertime. Ms. Belanger said expanding the permitting would give us answers about the demand.

Mr. Sharples said he believes winter parking needs to be managed. These developments make sense from a planning perspective. We've had in the CIP for several years a pedestrian, traffic, and flow analysis for the downtown. This would look at parking holistically and how to manage it. He [Mr. Sharples] believes we have enough spaces downtown, we just have to manage it properly.

Ms. Belanger said she's concerned about this winter with 19 new condos. Mr. Sharples said he doesn't know when those units are going to be complete. We'll have to wait for the winter to get the data, but he hasn't heard of it being an issue. Mr. Dean added that the town is not towing.

Ms. Belanger asked if the Board thought adding 18 spaces is enough. Ms. Gilman said this winter is a good time for us to see. We could do the permitting piece and then, if we could get the study passed, we'll already have the data. Mr. Papakonstantis said the 18 spots is sort of a knee-jerk reaction. We should get the data. Ms. Belanger said we don't want people to get towed. Mr. Papakonstantis said it could be a Planning Board work session. Mr. Sharples said the Chair of the ZBA, Mr. Baum, said he'd be interested in looking at it in September.

Mr. Dean said his Assistant Pam McElroy manages the permitting process for Chestnut Street. We give out 12 permits to the first comers, and maybe one or two people have been denied. He will give more information on that process at the next meeting.

Mr. Dean said regarding the route request from Buxton Water, the Police Department had no issue with it. We can consider that to be a local delivery type of situation. He couldn't find a reason to say no to them going through Railroad to Main Street. The Board generally agreed.

Front Street was brought up as an issue by one business owner from Art on Front Street. The Police Department can get a speed trailer out there and put up a sign with speed clocking. Some things requested in the business owner's letter are based on Lincoln Street, but that would be a longer conversation based on the Master Plan. The cost could be millions of dollars. The Lincoln Street was \$1.8M. The Board would like to discuss this further at the July 18 meeting. Ms. Belanger agreed that Front Street has issues with speeding and people going around people taking turns.

9. Regular Business

a. Permits & Approvals

Mr. Sharples requested a Select Board vote to accept the TAP sidewalk project as required to close out the project with NH DOT. The project is ready to be closed. The final walkthrough was Oct 21, 2021 and a few minor issues were noticed, but those items have now been completed. We will receive final reimbursement when the close-out documents are completed. He finds that the project has been completed in accordance with the agreement. The contractor, NE Earth Mechanics, and Steven Haas of Hoyle Tanner, the independent Contract Engineer we hired to oversee the project, have also signed off on the project.

Mr. Sharples mentioned that the Kingston Road project is also moving forward.

MOTION: Ms. Belanger moved to accept the Transportation Alternatives Program sidewalk project as constructed and authorize the Town Manager to sign the Certificate of Final Completion of Work on our behalf. Ms. Gilman seconded. The motion passed 4-0.

b. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve a Timber Tax for 51/17 in the amount of \$297.14. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to deny a tax abatement for 65/113 for the tax year 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to deny a tax abatement for 70/87 for the tax year 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to deny a tax abatement for 70/78 for the tax year 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 95/64/214 in the amount of \$865.23 for 2015 and \$934.04 for 2016. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/229 in the amount of \$518.45 for 2017; for \$498.84 for the tax year 2018; \$747.32 for 2019; \$786.47 for 2020; and \$776.19 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/230 in the amount of \$646.72 for 2018; \$823.16 for 2019; \$883.89 for 2020; and \$854.81 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/419 in the amount of \$793.65 for 2020 and \$766.06 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/421 in the amount of \$699.33 for 2013; \$600.47 for 2014; \$560.73 for 2015; \$592.95 for 2016; \$571.29 for 2017; \$570.68 for 2018; \$854.82 for 2019; \$917.40 for 2020; and \$887.79 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/513 in the amount of \$782.15 for 2010; \$798.22 for 2011; \$815.83 for 2012; \$858.88 for 2013; \$602.51 for 2014; \$426.34 for 2015; \$462.65 for 2016; \$424.75 for 2017; \$420.98 for 2018; \$864.47 for 2019; \$912.79 for 2020; and \$900.46 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/524 in the amount of \$254.94 for 2016; \$418.88 for 2017; \$414.98 for 2018; \$883.72 for 2019; \$933.42 for 2020; and \$920.75 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a tax abatement for 104/79/701 in the amount of \$657.49 for 2013; \$300.89 for 2014; \$289.04 for 2015; \$318.99 for 2016; \$298.78 for 2017; \$292.25 for 2018; \$681.13 for 2019; \$719.43 for 2020; and \$710.27 for 2021. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a Jeopardy Tax for 104/79/515 in the amount of \$70.83 for the tax year 2022. Ms. Belanger seconded. The motion passed 4-0.

MOTION: Ms. Gilman moved to approve a Veteran's Credit for 70-135 in the amount of \$500 for the tax year 2022. Ms. Belanger seconded. The motion passed 4-0.

Mr. Dean said the Assessing Office made us aware of a case from 1997 where a mobile home park had taken a writ of possession on a mobile home; the town tried to take taxes and a court found that that could not happen. These abatements are instances where a park has taken a writ on these mobile homes and this clears the decks. There will be seven new mobile homes at the park that will be paying taxes.

Mr. Papakonstantis asked about the mileage recommendation from Finance Director Stevens. Mr. Dean said it's connected to the Federal recommendation of 62.5 cents.

There was a memo about the donation of an antique watering trough. Ms. Gilman asked that it be forwarded to the Heritage Commission.

Mr. Dean said we recently got the dog warrant, which we need to approve and sign. There are 292 dogs/owners on the list.

MOTION: Ms. Belanger moved to accept the 2022 dog warrant as presented by the Exeter Town Clerk. Ms. Gilman seconded. The motion passed 4-0.

c. Town Manager's Report

- i. Town Offices will be closed next Monday for July 4.
- ii. He attended an Arbor Day Celebration at Main Street School.
- iii. The Sustainability Committee has a survey about single-use plastics online.
- iv. CIP meetings are beginning this week.
- v. Regarding Swasey Parkway, our lead Town Counsel has been on vacation but coming back next week, so the Board should be able to get an update next week on the status.
- vi. The siphons project is in process. It has not been delayed. They're getting the permits, easements, and DES approval. There will be a pre-bid meeting July 20, and a bid opening and first construction meeting in August.
- vii. The Webster Ave project is continuing with a preliminary design and looking at the forcemain easement status.
- viii. Summer camp and teen adventure camp started June 21. 180 campers were enrolled in this session, and 179 for next session. The pool opened full time on June 21.
- ix. Tax Bills are due July 1. The first half tax collections are at 75%.
- x. Mr. Papakonstantis mentioned that he got a call from summer camp that looked like it was coming from British Columbia. He called Mr. Bisson,

who said the e-system they're using is based out of Canada, so all texts, emails, and phone calls look like they're coming from Canada. Mr. Dean said he will follow up.

d. Select Board Committee Reports

- i. Ms. Cowan attended a Communications Advisory meeting, which we heard about earlier.
- ii. Ms. Gilman said the Heritage Commission met to decide how we want to codify the work that was done on a neighborhood heritage area at Salem Street, if someone wants to try again in a different location in town. Regarding the Community Power Coalition, 19 communities have joined. The Public Utilities Commission is coming out with rules next week.
- iii. Ms. Belanger had a Planning Board meeting which was only five minutes long. We tabled a matter to the next meeting. The Conservation Commission has an election of officers, which remain the same. Ray Farmstead was discussed. There was a debrief on the Alewife festival, which went well. There will be a Geocaching event on July 16.
- iv. Mr. Papakonstantis attended a River Advisory meeting where Town Engineer Paul Vlasich gave an update on the Pickpocket Dam. This Committee will not meet again until August or September. The Swasey Parkway Trustees talked about sidewalk work and the closure of the parkway for construction. They also looked at aerating part of the lawn vs the whole lawn. They got a quote for a fence which was damaged in a car accident. They asked that the Select Board consider putting up more signage about dogs. Mr. Papakonstantis thanked Eileen Flockhart for the invitation to the Arbor Day event, but he could not attend. He recognized the wonderful staff at summer camp.

e. Correspondence

- i. An email from a couple in NY praising the Fire Department for helping a family member in distress.
- ii. A memo from Mr. Sharples regarding 1 Cronin Road. He states that there is no municipal use for that parcel.
- iii. A note weighing in on the Select Board discussion about intersections.

10. Review Board Calendar

- a. The next meetings are July 18 and 25, August 8 and 22, Tuesday September 6, and September 19 and 26.

11. Non-Public Session

- a. There was no non-public session at this time.

12. Adjournment

MOTION: Ms. Belanger moved to adjourn. Ms. Gilman seconded. The motion passed 4-0 and the meeting was adjourned at 10:13 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary